

PROCEDURE 1310.27  
Issued: October 5, 2001  
Effective Date: June 1, 2000

SUBJECT: Electronic Receipts Processing Standard

APPLICATION: Executive Branch Departments and Sub-units.

PURPOSE: To interact with industry standard electronic receipt processing

CONTACT  
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SUMMARY: The industry standard ISO/8583, commonly known as the VISA Standard, has been adopted as the State standard for requesting electronic receipts processing (credit card, debit card and electronic check) from the State's Credit Card Processor. Format and other criteria for compliance with this standard is available on the International Standards Organization web site at <http://www.iso.ch/>.

APPLICABLE FORMS: None

PROCEDURES:

General Information: The objectives of this standard are

- to allow the State to accept and process electronic receipts efficiently
- eliminate redundancy by adopting the industry standard for electronic receipts processing

Maintenance:

DMB: Acquisition Services shall not approve any acquisition or purchase request without confirmation from the Department of Information Technology, Office of Research and Policy that such request is in compliance with the standard.

Operational Unit (OU): Any and all projects, consulting requests, equipment and software acquisition requests, or ITB's relating to electronic receipts processing will be subject to review for compliance with this standard.

DIT: The Office of Strategic Policy will review this standard on a continuing basis and make recommendations for changes. An appropriate group of staff, representing a wide-range of State Operational Units, will review and possibly revise these standards and guidelines as often as needed.

Exceptions from this standard for reasons other than those outlined above will be made through the exception handling process described in the Exception Process Template.

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